

Federal City Performing Arts Association

Board of Directors Meeting Minutes

Sunday, August 1
Thursday, July 15, 1999

2801 M St., NW, Washington, DC

Present: Darrell Lewis, Fred Boykin, Jerry Carpenter, Jeff Peirce, Thom Gibb, Chip Heath, Kris Marshall, Joe Vignali, Gordon Tanner, Rich Spillane, Steve Herman

Absent: Gordon McGraw

Staff: Greg Ruffer, John Perkins, Tim George

I. Call to Order

Meeting was called to order at 2:10 PM by President Lewis.

II. Approval of Minutes

Various amendments were suggested to the minutes. Vignali moves and Gibb seconds to approval of the minutes as amended for the June 9, 1999 meeting. Unanimously approved. Vignali moves and Tanner seconds to approve the minutes as amended for the July 8, 1999 meeting. Unanimously approved.

III. Finance Report

The finance report was presented by the Treasurer, Jeff Peirce. Peirce indicated that the FY99 audit was in process. The audit was going much smoother this year due to processes put in place over the past two years and the familiarity with the review process. He is expecting an "Unqualified Opinion" again this year. Two primary items were still a focus of concern; the tracking of ticket revenue and the posting of G&A overhead. The auditors would be proposing a new way of tracking ticket revenue and modification to the posting of the G&A are being made.

The close of FY99 has a projected loss of \$35K. See budget report for details. Contributing to these losses were the fact that concerts, Fundraising, merchandising items brought in less money than expected. Net Profits were achieved from special concerts, private/corporate giving, and administrative savings. The only over budget item was the June concert to the amount of \$9.1K for production costs.

Background was given on the FY2000 budget. Budget is conservative and lower than the previous years. It will need to be reviewed soon and actually numbers added that reflect known costs.

Vignali reminded the Board that an Annual Report was needed to aid the Search Committee and Fundraising. Peirce indicated that it should be ready by the Retreat. Lewis indicated that this year board members are not responsible for closing a budget gap but that the group is responsible for the budget and the liquidity of the organization. Boykin expressed distress over the fact that board members were not personally responsible for some amount and that we must be committed to fundraising. Herman said that the board should show creative efforts to raise funds and that coordination will help. Vignali stated that recruiting costs needed to be reflected in the budget.

Vignali moves the acceptance of the finance report, Spillane seconds. Unanimously approved.

IV. Operations Committee

Fred Boykin, Vice President, is chairman of the Operations Committee. Boykin has found Board liaisons for each committee. Help is still needed at the finance table at rehearsal (non-singers), merchandising (non-singers), 20th Anniversary Committee, and Fundraising assistance. Rob Hensley has agreed to coordinate fundraising events this year.

Boykin moves that Perkins and Boykin be empowered to engage an chorus member in a contractual relationship for the purpose of being the advertising sales chairman. Spillane seconds. Discussion ensues. A percentage of the revenue would be negotiated with the member for his work. The motion passed but with Carpenter expressing a vote of dissent.

Boykin will present a new schedule of Operations meetings. Not as many members will be required to attend and the meetings may not be monthly. Herman asked if the concert magazine idea was being pursued; Peirce and Perkins are working on those issues.

V. Music Division

Interim Music Director Greg Ruffer presented the Music Report. Ruffer announces Tim George as the Interim Assistant Music Director whose term would run through July 30, 2000. Phil Rogerson and Ted Guerrant will continue in Chorus service for this year. Regular staff meetings will be held to improve staff communications.

A new Artistic Advisory Committee is in place. The GALA Leadership Conference performance was discussed. Programming status for the December, March, June and GALA 2000 concerts were presented. See report for details. Potomac Fever programming commitments were presented.

Perkins reported that community concert invitations have been received for March 25 (Gender Education convention) and May 12 (Cedar Lane Concert Series) all of which are revenue producers and should be entertained as committed-not required concerts. **Peirce moves to accept the community performances, Vignali seconds. Unanimously approved.**

VI. Calendar Issues

The Executive committee will meet on the first Wednesday of each month. Scheduled BOD meetings are as follows: September 22, October 20, November 17, December 15 (social if not an actual meeting), January 19, February 16, March 15, April 19, May 17. Saturday, June 3rd would be the Annual Meeting and Awards Event.

VII. New Business

- A. Marshall Commission: Kris Marshall asked the BOD how best to use the \$25K he donated originally for the commission of new music. Suggestions were offered such as using the money for arrangements rather than a commission, use funds for individual member grants, or for pressing needs of the organization. In the discussion the Board members asked Marshall to use the money as his heart dictated and how he would see it best used. Music commission is the mission of the Chorus and could still be the money's goal.
- B. Open Board Position: Jim Carroll has moved to San Francisco so he will not be able to accept the position on the Board. New outside member and capital club member suggestions will be entertained.
- C. Vision Statement: GMCW affirms the Gay experience and promotes a culture of diversity through musical and performance excellence.
Carpenter moves the acceptance of the new vision statement, Boykin seconds. Motion passes with one dissenting vote.

VIII. Executive Session

Peirce moves that the Board enter into Executive Session, Vignali seconds.
Peirce moves the end of the Executive Session, Vignali seconds

IX. Adjournment

Gibb moves for adjournment, Tanner seconds, Unanimous in favor.

Respectfully submitted,
Jerry Carpenter – Secretary, FCPAA